

Mā tō tātou takiwā
For our District

Te Puke Community Board

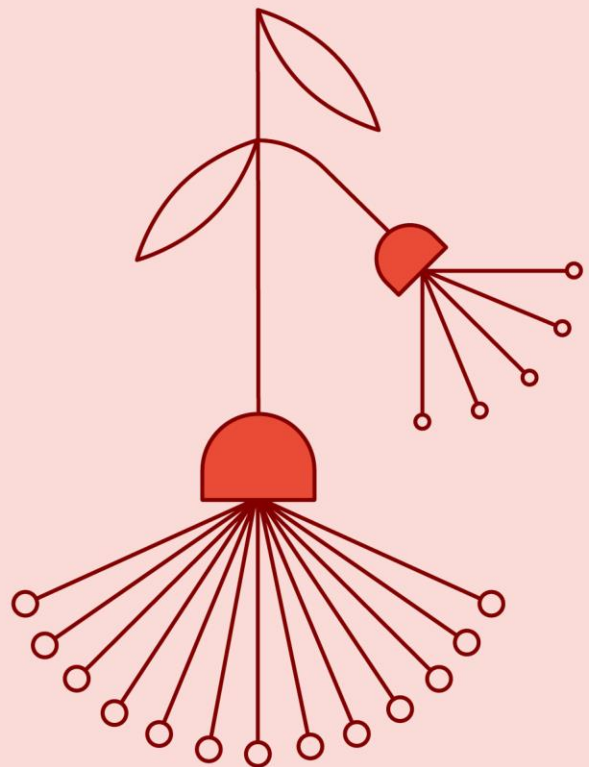
Poari ā Hapori o Te Puke

TPC23-6

Thursday, 28 September 2023, 7.00pm

Te Puke Library and Service Centre,

130 Jellicoe Street, Te Puke



Te Puke Community Board

Membership:

Chairperson	Kassie Ellis
Deputy Chairperson	To be confirmed
Members	Dale Snell Karen Summerhays Cr Grant Dally Cr Andy Wichers
Quorum	3
Frequency	Eight weekly / Workshops as required

Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to the Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

Delegated Functions:

Subject to compliance with Council strategies, policies, plans and legislation:

- To have input into Council and its Committees on issues, services, plans and policies that affect communities within the Community Board Area.
- To provide an effective mechanism for community feedback to Council.
- To receive reports from Council appointees on Council matters relevant to the Community Board.
- To control, expend and monitor funds as allocated by Council.
- To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land.

Notice is hereby given that a Te Puke Community Board Meeting will be held in the Te Puke Library and Service Centre, 130 Jellicoe Street, Te Puke on:
Thursday, 28 September 2023 at 7.00pm

Order Of Business

1	Present	4
2	In Attendance.....	4
3	Apologies	4
4	Consideration of Late Items.....	4
5	Declarations of Interest	4
6	Public Excluded Items	4
7	Public Forum.....	4
8	Minutes for Confirmation	5
8.1	Minutes of the Te Puke Community Board Meeting held on 3 August 2023	5
9	Reports	14
9.1	Te Puke Community Board – Chairperson's Report	14
9.2	Te Puke Community Board – Councillor's Report.....	19
9.3	Te Puke Community Board – Grant Applications – September 2023.....	22
9.4	Operational Report – September 2023	25
9.5	Update on the Te Puke Spatial Plan	31
9.6	Infrastructure Group Report Te Puke Community Board September 2023	35

1 PRESENT**2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

6 PUBLIC EXCLUDED ITEMS**7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer relationship management system as a service request, while those requiring further investigation will be referred to the Chief Executive.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 3 AUGUST 2023

File Number: A5720013

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Greer Golding, Governance Manager

RECOMMENDATION

1. That the Minutes of the Te Puke Community Board Meeting held on 3 August 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

ATTACHMENTS

1. Minutes of the Te Puke Community Board Meeting held on 3 August 2023

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
TE PUKE COMMUNITY BOARD MEETING NO. TPC23-5
HELD IN THE TE PUKE LIBRARY AND SERVICE CENTRE, 130 JELlicoe STREET, TE PUKE
ON THURSDAY, 3 AUGUST 2023 AT 7.00PM**

1 PRESENT

Chairperson K Ellis, Member D Snell, Member K Summerhays, Cr G Dally and Cr A Wichers.

2 IN ATTENDANCE

G Allis (General Manager Infrastructure Group), C Crowe (General Manager Infrastructure Group), G Golding (Governance Manager) C McLean (Senior Transportation Engineer), S Prendergast (Roading Engineer – East), and C Irvin (Senior Governance Advisor).

One member of the press.

KARAKIA

Councillor Wichers opened the meeting with a karakia.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Nil

6 PUBLIC EXCLUDED ITEMS

Nil

7 PUBLIC FORUM

7.1 SUE MATTHEWS – TE PUKE FENTON TERRACE NEIGHBOURHOOD SUPPORT GROUP

Ms Matthews was in attendance on behalf of the Fenton Centre to seek funding from the Board towards revitalising Fenton Walkway and provided the following comments:

- There were concerns about graffiti in the area, particularly along the walkway that was well used by the community.
- The group were looking to get an artist to paint a mural in the walkway to discourage graffiti.
- There was no bank account was listed in the application. The applicant was wanting approval for funding before arranging a bank account.

7.2 DR. D CRONE – FLUORIDATION

Dr Crone spoke to a PowerPoint presentation regarding fluoridation, and stated his following beliefs:

- Fluoride was a toxic industrial waste product.
- Fluoride lowered IQ in children, and caused conditions such as dental and skeletal fluorosis.
- Fluorine had no known metabolic role in mammals.
- That the issues with teeth were due to poor nutrition and exposure to sugar, and that fluoridating the water was not the solution.

8 MINUTES FOR CONFIRMATION

8.1 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 8 JUNE 2023

RESOLUTION TPC23-5.10

Moved: Cr A Wichers

Seconded: Member D Snell

1. That the Minutes of the Te Puke Community Board Meeting held on 8 June 2023 as circulated with the agenda be confirmed as a true and correct record.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

CARRIED

8.2 TPC23-4.15 – FELLING OF THE NATIVE TOTARA TREE – CONFIRMATION OF TREE TYPE

Te Puke Community Board – Felling of the Native Totara Tree – Confirmation of Tree Type

The Board requested confirmation from staff that the correct tree type had been identified in regard to resolution TPC23-4.15: 'Felling of the Native Totara Tree', put and carried at the Te Puke Community Board meeting held on 8 June 2023.

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT – AUGUST 2023

The Board considered a report from the Chairperson. The report was taken as read, with further discussion as follows:

Levels of Service:

- Council was currently reviewing the levels of service associated with its roading contract. These levels of service were set district wide.
- If the Board requested an additional level of service, it would need to fund it.
- Under the current contract, only the front of road signs were cleaned (for safety reasons). If the Board wanted the back and pole of the signs cleaned, this would require a variation of contract for an additional level of service and subsequently an increase to the budget.
- Council was currently reviewing its other levels of service contracts in terms of being straight forward and 'functional' to looking at what it could do differently that better affected amenities overall within the town/community.
- It was proposed that the Roading Engineer East would do a walkover with the Chairperson to establish what was done under normal contract services and look at what could be done additionally.
- The Roading Engineer East would be responsible for liaising with WestLink on any changes to the contract for town maintenance.

Shade Sail at Jubilee Park:

- The General Manager Infrastructure advised that replacing a shade sail with a hard structure was a bigger and more expensive project.
- The Board supported installing a hard cover shade structure at Jubilee Park. It was suggested that the Board apply for funding through TECT for a replacement and add it to their Long Term Plan submission.

The recommendations were taken in parts as follows:

RESOLUTION TPC23-5.11

Moved: Member K Summerhays

Seconded: Member D Snell

1. That the Chairperson's report dated 3 August 2023 titled 'Te Puke Community Board – Chairperson's Report – August 2023' be received.

CARRIED

RESOLUTION TPC23-5.12

Moved: Cr G Dally

Seconded: Member D Snell

That Board agree that the Te Puke Community Board Chairperson meet with the Roading Engineer East to determine a scope and review current levels of service for a deep spring clean, in particular along the Te Puke main street, and for the Roading Engineer East to provide a quote for this service, to be approved by the Board at its next meeting on 28 September 2023.

CARRIED

RESOLUTION TPC23-5.13

Moved: Chairperson K Ellis

Seconded: Member D Snell

That the Te Puke Community Board attend the Te Puke Business Excellence Awards night on 22 September, at a cost of up to \$500, to be funded from the Board's conference budget.

CARRIED

9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT – AUGUST 2023

The Board considered a report from Councillor Dally. The report was taken as read, with further discussion as follows:

- Elected Members, staff and WestLink contractors had met with concerned residents regarding the No.1 road rehabilitation project. It was noted that far greater scope had been delivered than was initially proposed.
 - Work on the No.1. Road rehabilitation project would start this year, weather permitting.
 - Developer financial contributions were ringfenced and used for infrastructure in the area that they were applied for.
-

Member Summerhays wished it to be noted that she believed the approach to use COLAB for Tō Wāhi resulted only in COLAB's strategic plan being presented.

RESOLUTION TPC23-5.14

Moved: Cr G Dally

Seconded: Member D Snell

That Councillor Dally's report dated 3 August 2023 titled 'Te Puke Community Board – Councillor's Report – August 2023' be received.

CARRIED

9.3 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – AUGUST 2023

The Board considered a report from the Senior Governance Advisor. The report was taken as read, with further discussion as follows:

- The application was presented at the meeting as Tabled Item 1.
 - The Senior Transportation Engineer noted the applicant would need to submit a corridor access request to Council to complete the works as it sits within road reserve. As such, the Board agreed to decline the application.
-

RESOLUTION TPC23-5.15

Moved: Cr A Wichers

Seconded: Member D Snell

1. That the Senior Governance Advisor's report dated 3 August 2023 titled 'Te Puke Community Board Grant Applications – August 2023' be received.
2. That the Te Puke Community Board do not approve the grant application from Te Puke Fenton Terrace Neighbourhood Support Group.

CARRIED

9.4 TE PUKE COMMUNITY BOARD – FINANCIAL REPORT JUNE 2023

The Board considered a report from the Financial Business Advisor. The report was taken as read, with the following noted:

- The Board needed to submit a final invoice for the Waharoa at Jubilee Park.
-

RESOLUTION TPC23-5.16

Moved: Cr A Wichers

Seconded: Member K Summerhays

The Financial Business Advisor's report dated 3 August 2023 titled 'Te Puke Community Board – Financial Report June 2023' be received.

CARRIED

9.5 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD AUGUST 2023

The Board considered a report from the General Manager Infrastructure Group. The report was taken as read, with further discussion as follows:

Commerce Land Pedestrian Road Safety:

- The Commerce Lane pedestrian road safety audit had been completed, with provisional comments provided to the Senior Transportation Engineer for consideration.
- Engagement with the Board and community regarding the concept plans for Commerce Lane would take place soon.

Te Puke Dog Exercise Area:

- The Board felt that the proposed Te Puke dog exercise area was too small and agreed to adding an extension to the dog exercise area into their Long-Term Plan submission.
- Funding for the Te Puke dog exercise area consisted of \$30,000 from general rates and \$20,000 from the Community Board. The Board requested clarification on what percentage of the \$30,000 was funded from the general rate and what percentage was funded from dog registration fees.

Natural Cemeteries:

- The Board requested an update on the engagement with migrant communities on natural cemeteries.

Shared Path on Stock Road:

- Due to staff changes at WestLink, a timeframe for construction of the shared path on Stock Road had yet to be confirmed.

Community Plan:

- The Board sought clarification of the wording around consultation on the community plan.
-

RESOLUTION TPC23-5.17

Moved: Member K Summerhays

Seconded: Member D Snell

1. That the General Manager Infrastructure Group's report dated 3 August 2023 titled 'Infrastructure Group Report Te Puke Community Board August 2023' be received.

CARRIED

9.6 GENERAL RATE – DOG REGISTRATION FEE

General Rate – Dog Registration Fee

That staff provide the Board with the following information regarding the funding for the Te Puke dog exercising area:

- 'What percentage of the \$30,000 was funded from the general rate and what percentage was funded from dog registration fees'
-

9.7 NATURAL CEMETARY AND MIGRANT COMMUNITIES

NATURAL CEMETARY AND MIGRANT COMMUNITIES

That staff provide the Board with an update on the engagement with migrant communities on natural cemeteries.

9.8 COMMUNITY PLAN

COMMUNITY PLAN

That staff provide clarification to the Board around the wording for consultation on the Community Plan.

9.6 OPERATIONAL REPORT – AUGUST 2023

The Board considered a report from the Governance Advisor. The report was taken as read.

RESOLUTION TPC23-5.18

Moved: Member K Summerhays

Seconded: Cr A Wichers

That the Governance Advisor's report dated 3 August 2023 titled 'Operational Report – August 2023' be received.

CARRIED

Councillor Wichers closed the meeting with a karakia.

The Meeting closed at 8.35pm.

Confirmed as a true and correct record at the Te Puke Community Board meeting held on 28 September 2023.

.....
Chairperson K Ellis
CHAIRPERSON / MAYOR

9 REPORTS

9.1 TE PUKE COMMUNITY BOARD – CHAIRPERSON'S REPORT

File Number: A5718954

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Cedric Crow, General Manager Infrastructure Services

EXECUTIVE SUMMARY

The purpose of this report is for the Te Puke Community Board's Chairperson to provide the Board with information and updates on events and matters within the community.

RECOMMENDATION

1. That the Chairperson's report dated 28 September 2023 titled 'Te Puke Community Board – Chairperson's Report – September 2023' be received.
2. That the Board recommends to Council the implementation of accessible kerbing throughout the cycleway, promoting a shared pathway to include Clydseburn Avenue and Moehau Street in the design.
3. That the Te Puke Community Board approve up to \$1,112.00 (excluding GST) from the Te Puke Community Board roading budget for the refurbishment of 16 bench seats along Main Street Te Puke, to be carried out by the MenzShed.
4. That the Te Puke Community Board revoke the \$500.00 committed expenditure for the Te Puke Excellence Awards Night, from the Board's conferences budget, as the Board will no longer be attending the event.

BACKGROUND

As the Chair of the Te Puke Community Board, I am very pleased to welcome Neena Chauhan's appointment to the Board. Her passion and empathy for the community will make her a real asset. The Community Board will adopt a 'Code of Conduct' this year which will support Neena's transition onto the Board and provide a necessary resource for each of us to refer to.

Transport Choices Project Te Puke

This project involves constructing separate cycleways on Cameron Road and Boucher Avenue in Te Puke, promoting a shared pathway to include Clydseburn Avenue and Moehau Street in the design. This is predicted to be completed by June 2024. The engagement period runs for three weeks, with a decision report prepared for Council by late October.

Te Puke Community Board – Tree Policy

As a Board, I do not believe we should consider any additional native tree removal or trimmings in the future. This is an operational matter for Council and does not lie with the Community Board.

Fairhaven Fireworks Gala – Saturday, 11 November 2023

The Te Puke Community Board should consider a one-off figure towards the Fairhaven Fireworks Gala this year. As a Board we can use our discretion, to help ensure the success of the gala for the community. This is included as a grant application in this agenda.

Te Puke Business Awards 2023

On reflection, the Te Puke Community Board has decided not to attend the Te Puke Business Awards. I have included a recommendation in my report to revoke the resolution put and carried at the previous Board meeting on 3 August 2023 to attend this event at a cost of \$500.00, to have been funded from the Board's conference budget.

The Refurbishment Helicopter Pad (Heritage Plaza)

The update on the refurbishment for the Helicopter Pad is as follows:

- The proposed deck to level out the area will come out of the roading budget, the ground under the deck will still be sloped to the existing stormwater drain.
- The deck will have small gaps between the slabs of wood to allow for the water to drain through (like a regular house deck).
- The Transportation Area Engineer has also asked for the shelter to include guttering so that stormwater on the shelter can be directed to the drain if we go down that path.
- The shelter will need to come out of the Community Board's budget, not our roading budget. The Board will need to consider our roading budget and other alternatives like TECT Funding.
- Brighton series – <https://streetfurniture.co.nz/resources/shelters/skillion-shelters/brighton-shelter/>

Brighton – Supply, delivery and install:

K696 – 6.5m x 4m \$53,000.00

K691 – 3m x 3m \$37,000.00

○ Includes:

- Powder coated aluminium posts and roof frame.
- Stainless steel fixings.
- Front screen.
- Standard roof sheeting.

- Bolt down mounted posts.
- Guttering and downpipes.

Additional information for the Community Board from the manufacturer:

The shelter is made by us here at our factory Penrose under license. The shelters are supplied with BA – Plan and Elevation drawings and Australian ‘PSI – Producer Statement – Design’ certified engineering documentation supplied by Landmark Australia. Should you require additional NZ – PSI documentation (IPENZ) this will be at additional cost. Lead in time on the shelters is about 10-12 weeks – we can supply the BA and Aus PSI within a week or an order.

- The existing seating at the Helicopter Pad has been repurposed at the Lawrence Oliver Dog Park.

In my opinion, the construction of the deck cannot progress without a shelter being included. I would like an onsite meeting with The Te Puke Community Board, Transportation Area Engineer, and Mark Boyle (Te Puke Economic Development Group), to discuss the possibility of a shelter for the Helicopter Pad (Heritage Plaza).

Refurbishment of the Mainstreet/CBD Area Bench Seating

The onsite meeting on 11 August 2023 provided a clear understanding that several of the main street bench seats needed repairing. The MenzShed have agreed to undertake this project, as they have previously repaired the bench seats outside the Te Puke War Memorial Hall. The Te Puke Community Board would like to put forward a recommendation for the quote provided by the MenzShed (below) for the refurbishment of the sixteen bench seats from our roading budget. In addition, contractors will remove and reinstall the seating in stages as opposed to all at once.

The MenzShed quote is broken down as follows:

- Labour \$60 per seat
- Paint \$24.60 per seat
- Rails \$6.95 each, max \$69.50 per seat
- Bolts 89 cents each (subject to availability, this price may vary slightly)
- Incidentals \$5 e.g., sandpaper disks etc

TOTAL (max) \$69.50 per seat

Te Puke Community Board History Board Project – Funding Towards an Engagement Series

After gaining a better understanding of the involvement required from Tangata Whenua and Mana Whenua, specifically our Kaumatua and Koeke, I would like to recommend we put aside some funding to help towards the engagement series. This will become a valued resource for the Community Board, including for future projects.

Attention Required for Signage in The Te Puke Area

I would like to discuss the refurbishment of all signage coming into Te Puke. Some are unreadable which I find unacceptable. Is it within our means to do something about this? We need to discuss current levels of service around this.

Commerce Lane Safety Report and Proposal

A 'Safe Systems' Audit (Road Safety Audit) has been completed and recommendations were made. Initially the Community Board approved \$5000 for the plans of which has been spent. To progress the plans for public consultation, Council required the Board to approve additional funding as follows:

Design spend to date:	Original scope price (\$1,200 more than original estimate)	\$6,200
	SSA briefing and responses (not in original scope)	\$2,800
Estimate to carry out the updates to the design following the recommendations in the SSR:	<ul style="list-style-type: none"> Amendment of 2D concept drawings to incorporate SSA drawings. 7-day speed survey using tubes 	\$3000
Total additional cost estimate for Te Puke Community Board to approve		\$7000
	Total cost (concept design)	\$12,000

The Removal of All Graffiti from Bus Stops within our Rohe

The graffiti needs to be removed from existing bus shelters that are installed by Council.

Te Puke Community Board – Proposals for the Long Term Plan

The Te Puke Community Board is aware that items raised at our workshop are still part of the developing process and need to be formalised accordingly, suggestions are as follows:

- Localised community development resource.
- Annual street clean up (Town Centre Development Rate).
- Keep Te Puke Beautiful targeted rate (Town Centre Development Rate).
- Commerce Lane toilet upgrade and replacement with a Kiwi Camp facility.
- Environmental focus and support for environmental groups.
- Bus stop shelters and upgrades (prioritised list that encompasses our residential areas fully).
- Strategic land purchases for the community.
- Library and hub development prioritised (Te Puke Community Board input in design).
- Cycleway and walkway development – town network and links to Paengaroa and Papamoa.
- Events funding and support continues.
- Town entrances – planting/replanting.
- Vegetation maintenance – town centre focused (replacement of dead plants throughout the main street).
- Tree protection policy (District Plan).

9.2 TE PUKE COMMUNITY BOARD – COUNCILLOR'S REPORT

File Number: A5719307

Author: Carolyn Irvin, Senior Governance Advisor

Authoriser: Cedric Crow, General Manager Infrastructure Services

EXECUTIVE SUMMARY

The purpose of this report is for the Te Puke Community Board's Councillor to provide the Board with updates on the items listed below.

RECOMMENDATION

That Councillor Wichers' report dated 28 September 2023 titled 'Te Puke Community Board – Councillor's Report' be received.

ITEMS

1. Annual Plan

The annual plan was approved on the 30 August 2023.

The draft average increase across all property types of 7.4% was reduced slightly to 7.04% in the final version.

Here is what that looked like across the different property categories:

Urban residential		Lifestyle block		Commercial/ Industrial	
An extra \$3.00 per week, per average median property		An extra \$1.80 per week, per average median property		An extra \$5.59 per week, per average median property	
Lower quartile	3.4% ▲	Lower quartile	5.4% ▲	Lower quartile	7.0% ▲
Capital value:	\$710,459	Capital value:	\$1,099,603	Capital value:	\$668,417
Average rates:	\$3,032	Average rates:	\$2,144	Average rates:	\$2,895
Median	5.0% ▲	Median	3.9% ▲	Median	7.0% ▲
Capital value:	\$916,855	Capital value:	\$1,434,156	Capital value:	\$1,099,692
Average rates:	\$3,261	Average rates:	\$2,501	Average rates:	\$4,442
Higher quartile	6.2% ▲	Higher quartile	5.4% ▲	Higher quartile	5.4% ▲
Capital Value:	\$1,233,984	Capital Value:	\$1,878,872	Capital Value:	\$1,881,667
Average rates:	\$3,579	Average rates:	\$2,972	Average rates:	\$7,531

Rural		Rural - Dairy		Rural - Orchard	
An extra \$1.56 per week, per average median property		An extra \$11.66 per week, per average median property		An extra \$0.70 per week, per average median property	
Lower quartile	2.9% ▲	Lower quartile	6.8% ▲	Lower quartile	-0.1% ▼
Capital value:	\$858,345	Capital value:	\$2,377,000	Capital value:	\$2,435,945
Average rates:	\$2,773	Average rates:	\$4,906	Average rates:	\$3,415
Median	3.3% ▲	Median	7.2% ▲	Median	0.9% ▲
Capital value:	\$1,472,172	Capital value:	\$3,890,857	Capital value:	\$3,462,642
Average rates:	\$2,544	Average rates:	\$9,040	Average rates:	\$4,274
Higher quartile	3.8% ▲	Higher quartile	8.2% ▲	Higher quartile	10.6% ▲
Capital Value:	\$2,763,357	Capital Value:	\$6,977,571	Capital Value:	\$5,439,863
Average rates:	\$3,767	Average rates:	\$9,237	Average rates:	\$6,038

There are some significant budget items for Te Puke. Some examples are:

- Wastewater upgrade \$7,950,000
- Storm water upgrades \$703,680
- Transportation structure plan \$1,140,610

2. Long Term Plan Update

The Long-Term Plan review happens every three years and sets out the anticipated projects and spending for the following 10 years. It particularly lays the framework for the next three years of Annual Plans.

Further development of the high-level assumptions continues and reviewing the various activities of the council. The significant cost increases continue to plague the reports. There will be tough decisions ahead when the details of the activities are worked through.

3. Transport Choices Update

Last year Western Bay of Plenty District Council was successful in securing potential funding from Central Government for developing cycling access in the area. The focus criteria were improving safety for school students travelling to the four town schools on Cameron Road and Boucher Avenue. There has been a month-long consultation with feedback from online surveys, letterbox drop and face to face drop-in meeting.

All the information will be assessed and reported to Council and a final decision will be made on 31 October 2023.

4. Community Forum

The third community forum was held on 21 August 2023 at Pongakawa Hall. We specifically targeted the rural eastern end of the district. There is one more for this year, details to be confirmed.

5. Speed Management Plans

As part of the Waka Kotahi "Road to Zero" plan, local councils are required to submit a plan on how we will implement the criteria for speed limits that has been developed. The Land Transport Rule: Setting of Speed Limits 2022 requires that Council prepare a 'Speed Management Plan. This replaces the Speed Limits Bylaw.

- Waka Kotahi have recommended Safe and Appropriate Speeds for each road type relative to how they are used, and these are meant to be incorporated into our SMP. Generally the proposed speeds are: Urban roads, Schools, Marae – 30kph
- Rural – 60– 80 kph
- Non centre divided mains roads – 80kph.

There will be consultation on Council's Speed Management Plan and the approach Council is proposing to take.

9.3 TE PUKE COMMUNITY BOARD – GRANT APPLICATIONS – SEPTEMBER 2023**File Number:** A5680511**Author:** Carolyn Irvin, Senior Governance Advisor**Authoriser:** Greer Golding, Governance Manager**EXECUTIVE SUMMARY**

The purpose of this report is to enable the Te Puke Community Board to make a decision regarding the application for Community Board Grant Funding as applied for by Te Puke Scout Group and Fairhaven School.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 28 September 2023 titled 'Te Puke Community Board Grant Applications – September 2023' be received.
2. That the Te Puke Community Board approve the grant application from Te Puke Scout Group for \$1,000.00, to contribute towards funding for anti graffiti paint for the Scout Den. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

That the Te Puke Community Board do not approve the grant application from Te Puke Scout Group.

3. That the Te Puke Community Board approve the grant application from Fairhaven School for \$2,000.00, to contribute towards funding the running of the Fairhaven School Fireworks Gala. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

That the Te Puke Community Board do not approve the grant application from Fairhaven School.

4. That the Te Puke Community Board approve the grant application from Te Puke War Memorial Hall Society Inc for \$1,000.00, to contribute towards the purchase of new trestle tables for the hall. This grant will be funded from the Te Puke Community Board Grants Account, subject to all accountabilities being met.

OR

That the Te Puke Community Board do not approve the grant application from Te Puke War Memorial Hall Society Inc.

BACKGROUND

The Te Puke Community Board has funding of \$11,000 available for disbursement to community organisations for the 2023/2024 financial year. The balance as of 28 September 2023 is \$11,000.

Te Puke Scout Group

Te Puke Scout Group has submitted an application for \$1,000.00 to contribute towards funding for anti graffiti paint for the Scout Den. Security cameras were recently installed, and the Den has been repainted due to graffiti issues. The anti-graffiti paint would help to deter more graffiti and help to keep the den and surrounding area looking respectable.

The Community Board have received the financial information from Te Puke Scout Group, and two quotes for the project.

Fairhaven School

Fairhaven School has submitted an application for \$2,000.00 to contribute towards funding the running of the Fairhaven School Fireworks Gala. This event attracts between 5000–6000 individuals to Fairhaven School in November each year. The funding from this application will be utilised to fund the hiring of equipment that allows the event to be run.

The Community Board have received the financial information from Fairhaven School, an invoice for the hire of services, and a supporting statement from a Fairhaven School Board Member.

Te Puke War Memorial Hall Inc.

Te Puke War Memorial Hall Society Inc has submitted an application for \$1,000.00 to contribute towards the purchase of new trestle tables for the hall. The hall is widely used by the Te Puke community, and the tables will be available for their use.

The Community Board have received the financial information from the Te Puke War Memorial Hall Inc, and a letter of support from Te Puke Economic Development Group.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Te Puke Scout Group	The applicant will be advised of the outcome of their respective Grant Application.

Fairhaven School	The applicant will be advised of the outcome of their respective Grant Application.
Te Puke War Memorial Hall Society Inc	The applicant will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for distribution of grant funding before the end of the financial year.</p> <p>Annual Budget \$11,000</p> <p>Current Balance \$11,000</p>

9.4 OPERATIONAL REPORT – SEPTEMBER 2023

File Number: A5720585

Author: Jahneisha Osborne, Governance Advisor

Authoriser: Greer Golding, Governance Manager

EXECUTIVE SUMMARY

This report is an operational update from across Council for matters that relate to the Te Puke Community Board area.

RECOMMENDATION

That the Governance Advisor's report dated 28 September 2023 titled 'Operational Report – September 2023' be received.

SERVICE REQUESTS

This section is to provide an overview of Service Requests for the Te Puke Community Board area since the last meeting.

There has been one of each of the following subtypes of Service Requests raised and completed.

- | | |
|--|---|
| • Abandoned Vehicle | • Graffiti in Reserve |
| • Complaints about Freedom
Camping affecting Reserves | • Water – Hydrant/Valve issue |
| • Water – Connection/Meter/Toby | • Kerbside – Assisted Service Request |
| • Water – Flush Hydrant Request | • Reserves – Litter/Bins/Dumping |
| • Parking Query | • Reserves – Mowing/Vegetation (not
trees) |
| • Reserves – Plumbing | • Resource Consent Compliance |
| • Sealed Local Road Surface Defects | • Sewer Pipe Block/Damage |
| • Local Road – Flood/Slip/Crash/Spill | |

There has been one of each of the following subtypes of Service Requests raised and is under investigation.

- Local Road Marking

The table below shows Services Request's that are higher in numbers and have a mix of statuses.

Service Request Subtype	Notes	Completed	Under Investigation/Scheduled for Completion
All Water Leaks	All Across Te Puke.	26	0
Reserves – Cemeteries	Maintenance/Plot Queries	3	0
Compliance and Enforcement General	Across Te Puke. Queries relating to Freedom Camping, Property Queries, and Noise.	2	2
Cycleways on Reserves	Multiple reports on Boucher Avenue.	10	1
Kerbside Collective – Damaged Bin/Repair	All across Te Puke.	15	1
Customer Service Planning	Resource consent queries – across Te Puke.	32	10
Water – Emergency Shutdown	Multiple on No 1 Road and MacLoughlin Drive	7	0
Stormwater – Flooding (raining only)	Across Te Puke.	2	0
Health – Food Cars	Both on Jellicoe Street.	1	1
Local Roads – Footpaths Replacement/Repair	Across Te Puke – maintenance queries.	2	0
Building General Enquiries	Across Te Puke	22	1
Health – General Matters/Enquiries	All on Jellicoe Street – mix of health queries.	4	1
Local Roads – General	Across Te Puke – mix of queries.	4	0
Kerbside – Dwelling Query	Across Te Puke.	1	2
Kerbside – General Enquiry	Mix of queries relating to missed	5	0

	collection/damaged bins.		
Kerbside – Additional bins	Requests for additional bins.	3	0
Kerbside – New Property Bins	Requests for new bins for new properties.	10	1
Local Road – Lighting (Maintenance/Replace)	Across Te Puke.	2	0
Local Road – Non Urgent Trees Requests	Tree maintenance	0	2
Local Road Signs – Damaged/Graffiti	Multiple Report on Jellicoe Street	1	2
Kerbside – Lost/Stolen Bins	Across Te Puke	5	2
Water – Meter Issue (not leak)	Across Te Puke.	8	0
Kerbside – Missed Collection	Multiple Reports on Seddon Street, Cannel Farm Drive, and MacLoughlin Drive	11	0
Water – No Water	Across Te Puke.	10	0
Water – No Water (known issues)	Across Te Puke.	9	0
Noise Complaint – Afterhours	Across Te Puke.	12	0
Noise Complaint – Daytime	Jellicoe Street and Williams Drive	4	0
Cemeteries – Old Te Puke Cemetery	Plot/memorial enquiries	5	0
Kerbside – PAYT Issue	Concerns with PAYT tag	3	0
Pensioner Housing – Lee Street	Maintenance queries	6	0
Pensioner Housing – Slater Place	Maintenance queries	4	1
Health – Premises Hygiene	Across Te Puke.	0	2

Reserves – Toilets (Hygiene/Paper)	Across Te Puke.	3	0
Reserves – Buildings/Tracks/Furniture	Walkway maintenance across Te Puke.	1	1
Reserves General	Mix of queries relating to vehicles on reserves, cemeteries, vegetation, and vandalism	3	4
Rubbish/Illegal Dumping/Carcasses	Across Te Puke	12	2
Water – Taste/Smell/Quality	Across Te Puke – multiple reports on No 1 Road.	3	2
Te Puke Cemetery	Plot/Burial Queries	16	0
Reserves – Vandalism/Broken Glass	Multiple Reports on Tynan Street	4	0
Wastewater General	Connection/maintenance queries	2	0
Water General	Across Te Puke.	4	3
Water Pressure Too High/Low	Across Te Puke	13	0

MATTERS ARISING FROM PREVIOUS COMMUNITY BOARD MEETINGS (NOT MINUTE ACTION SHEETS)

Date raised	Issue	Comment
June 2023	Inorganic Rubbish Collection – It was suggested and agreed that the Board workshop this matter and invite Council's Operations Manager to provide input.	Staff propose that the Te Puke Community Board Chairperson meet with a local contractor to determine a scope for a deep spring clean, in particular along the Te Puke main street, and for the contractor to provide a quote for this service at the next Community Board meeting, to be approved by the Board.

COMPLETED/UNCOMPLETED MINUTE ACTION SHEETS (NOT IN INFRASTRUCTURE REPORT)

Date raised	Issue	Comment
August 2023	Grant Application	Applicant emailed and informed of unsuccessful grant application.
	Community Plan	<p>It was requested that staff provide clarification to the Board around the wording for consultation on the Community Plan.</p> <p>Update as of September 2023:</p> <p>The first phase of the community-led engagement was Tō Wāhi, which identified some key local priorities. The second phase is to form a picture of community aspirations for the future of Te Puke (Te Puke in 30 years time) and will be scoped around the four "wellbeings".</p>
	Natural Cemeteries and Migrant Communities	<p>The Board requested an update on the engagement with migrant communities on natural cemeteries.</p> <p>Update as of 21 September 2023:</p> <p>The Reserves team will shortly begin engaging with the community and Mana Whenua in regard to the draft concept plan for the natural burial area proposed within the Te Puke Cemetery.</p> <p>This matter continues to be worked on.</p>
	Te Puke Excellence Awards Night	The Board has decided not to attend this event and will revoke the resolution made to provide funding for the tickets.

	Felling of Native Totara Tree	<p>The Board requested confirmation from staff that the correct tree type had been identified in regard to resolution TPC23-4.15: 'Felling of the Native Totara Tree', put and carried at the Te Puke Community Board meeting held on 8 June 2023.</p> <p>Update as of 21 September 2023:</p> <p>The tree located along the boundary fence causing issues for the property owner has been confirmed as a Lawsoniania.</p>
--	-------------------------------	---

9.5 UPDATE ON THE TE PUKE SPATIAL PLAN

File Number: A5685491

Author: Ariell King, Strategic Advisor: Legislative Reform and Special Projects

Authoriser: Rachael Davie, Deputy CEO/General Manager Strategy and Community

EXECUTIVE SUMMARY

To provide an update to the Te Puke Community Board on the development of the Te Puke Spatial Plan.

RECOMMENDATION

That the Strategic Advisor: Legislative Reform and Special Projects report dated 28 September 2023, titled 'Update on the Te Puke Spatial Plan', be received.

BACKGROUND

1. Council agreed to prepare a spatial plan for Te Puke in March 2023.
2. The proposed scope of the spatial plan includes community aspirations and outcomes, housing delivery across the housing continuum, hard and social infrastructure needs – including potential locations, direction for existing planned projects and direction for district plan changes (e.g., rezoning of land for residential and industrial use, and direction for development of the town centre).
3. The exact geographical scope of the spatial plan is still to be determined. However, it is intended that it is focussed on the Te Puke urban area. Surrounding areas will be considered from a greenfield development perspective as will linkages to the Manoeka Road and Waitangi village areas.
4. At a workshop of the Strategy and Policy Committee on 6 July 2023, the Committee endorsed forming a subcommittee for the Te Puke Spatial Plan. On 30 August 2023, Council decided to formally establish the subcommittee and adopt the terms of reference (Attachment 1).
5. The membership of the subcommittee includes the Te Puke Community Board members, Maketu-Te Puke Councillors and two Iwi representatives. Confirmation of the two Iwi representatives was sought on 9 August 2023 from Te Ihu o te Waka o Te Arawa. The forum nominated Helen Biel and Darlene Dinsdale as the representatives for the subcommittee.
6. The purpose of the subcommittee is to provide guidance, direction, and support to the project team in the development of the spatial plan. The subcommittee would

also approve potential options to test via targeted pre-engagement, as well as endorse the draft spatial plan to the Strategy and Policy Committee to consider adoption for community consultation. Following consideration of submissions, the subcommittee would recommend changes to the spatial plan and then endorse the final spatial plan to Strategy and Policy Committee for adoption.

7. It is also intended that the members of the subcommittee would advocate the potential outcomes of the spatial plan to the wider Council and community and assist in ensuring the achievement of the actions identified in the Implementation Plan.
8. Monthly updates will be provided to the subcommittee and meetings/workshops will be held as required. A date is currently being sought for the initial meeting to discuss the role of the subcommittee and the project plan for the spatial plan.
9. Progress on the development of the spatial plan includes the preparation of a draft project plan, communications and engagement strategy, and research and analysis for a baseline report. The purpose of the baseline report is to collate what we currently know about Te Puke, including demographic statistics, current and proposed Council and community infrastructure, and feedback from the community. It will also articulate the statutory framework that has implications for the future development of Te Puke.
10. The draft project plan also includes the proposed process and timeframes for the development of the spatial plan. It is anticipated that the spatial plan will be adopted in August/September 2024. This timeframe is indicative and may change based on the direction of the Te Puke Spatial Plan Subcommittee and the community-led engagement process that is planned for the last quarter of 2023. We are supporting COLAB with this community-led engagement process and intend to use the outcomes as a key input into the spatial plan.
11. In addition, Waitaha and Tapuika have both undertaken community-led engagement processes, that Council has been involved in (including the provision of funding). It is anticipated that the feedback from these processes will also inform the spatial plan.

ATTACHMENTS

1. **Te Puke Spatial Plan project subcommittee final TOR** 

Te Puke Spatial Plan Sub-Committee

Membership:

Chairperson	TBD
Deputy Chairperson	TBD
Members	Maketu-Te Puke Ward Councillors Te Puke Community Board members Two Tangata Whenua representatives: <ul style="list-style-type: none"> - Helen Biel - Darlene Dinsdale
Quorum	Six, must include at least one Councillor, one Community Board member, and one Tangata Whenua representative
Frequency	As required

Role:

- To engage with key staff and oversee the development of the Te Puke Spatial Plan.
- To provide guidance, direction, and support to the Te Puke Spatial Plan project team.
- To advocate the potential outcomes of the spatial plan to the wider Council and community.
- To approve options to test via targeted pre-engagement.
- To endorse the draft spatial plan to the Strategy and Policy Committee to consider adopting for community consultation.
- Listen to and receive the presentation of views by people and engage in spoken interaction in relation to any Te Puke Spatial Plan community engagement under the Local Government Act 2002 or any other Act.
- Following consideration of submissions, to recommend changes to the spatial plan and endorse the final spatial plan to Strategy and Policy Committee for adoption.

Delegations

The subcommittee is delegated authority to:

- To make all decisions necessary to fulfil the role of the Subcommittee subject to the limitations imposed.

No financial delegations.

Power to Recommend:

To the Strategy and Policy Committee/Council as it deems appropriate.

Power to Sub-Delegate:

No power to sub-delegate.

9.6 INFRASTRUCTURE GROUP REPORT TE PUKE COMMUNITY BOARD SEPTEMBER 2023**File Number:** A5696959**Author:** Tracy Harris, Executive Assistant Infrastructure Group**Authoriser:** Cedric Crow, General Manager Infrastructure Services**EXECUTIVE SUMMARY**

This report provides specific information on Infrastructure activities of interest to the Board.

RECOMMENDATION

1. That the Executive Assistant Infrastructure Group's report dated 28 September 2023 titled 'Infrastructure Group Report Te Puke Community Board September 2023' be received.
2. That the Te Puke Community Board approve up to \$7,000 (excluding GST) for the additional funding required to progress plans for public consultation for the Commerce Lane safety proposal upgrades.

ROADING**Transportation – Te Puke Community Roothing**

Description: Funding for the development and implementation of the Community Roothing Plan approved by Te Puke Community Board.

Te Puke Community Board Roothing Current Account	Te Puke Community Board \$	Status
Current Account Opening Balance 1 July 2022	\$711,574	
Interest 2021/22	\$27,039	
Allocation for 2021/22	\$299,076	
Subtotal	\$1,037,689	
Approved Projects		Status
Te Puke Intermediate School / Speed Bump	\$68,741	Speed bump removed. \$11,259 of \$80,000 budget paid 2022. Further safety improvements on hold pending development of Transport Choices project.
Te Puke Quarry Road Footpath and Bridge (Stage 1 – Corner of Jellicoe Street to EastPack packhouse)	\$208,910	Construction is complete.
Subtotal	\$277,651	
Proposed Projects	Priority	Status

Better Street Lighting – Corner of Quarry Road and Jellicoe Street	1	6,450–	Complete Streetlight has been installed.
Commerce Lane Pedestrian Safety	2	\$20,000	Ongoing Road safety audit has been completed. Next step is to amend concept layout for public consultation.
Jellicoe Street – Industrial Service Lane	3	\$120,000	Ongoing Met the contractor on site to discuss the works and are waiting for a revised commencement date.
King Street Pedestrian Improvements	3	\$50,000	Works included in Jellicoe Street footpath project (above).
Cycleway Footpath Extensions to improve connectivity	–	\$100,000	Ongoing Met the contractor on site to discuss the works and construction due to start mid September.
Subtotal		\$296,450	
Forecasted Current Account Closing Balance 30 June 2023		\$470,038	

Safety Improvements on Cameron Road

Description: With the Board resolving to remove the Speed Bump outside Te Puke Intermediate School on Cameron Road, it has been identified that there would need to be safety improvements made to this stretch of road.

The speed bump has been removed. The Senior Transportation Engineer provided the Board with a scoping/design plan of safety improvement options.

Further safety improvements are on hold pending development of Transport Choices project. An update on the Transport Choices project will be provided by project staff.

Project staff are reporting to Council on Tuesday 3 October 2023.

WATER SERVICES

Wastewater – Te Puke Renewals and Capital Upgrades

Description: Asset renewals and capital upgrades for the Te Puke Wastewater Treatment Plant and water reticulation network.

Te Puke WWTP Upgrade:

Description: Upgrade of the Te Puke WWTP to meet more stringent limits on nutrients by conditions of consent requires improved treatment processes.

The capacity must be increased to meet higher flows due to growth and the Rangiuru Business Park development.

The high-cost estimates warranted an Issues and Options Paper and Council decision on the way forward. The IOP presented two options with the first to proceed with the

design of a new Plant and the second to maximise utilisation of the existing Plant. Council made the decision to proceed with the design of a new Plant on 22 December 2022.

This was notified to the designer who is currently working through the detailed design alongside the preferred contractor selected thru the Early Contractor Involvement (ECI) process.

The ECI phase runs concurrently with Detailed Design, scheduled to complete by the end of the year and focus' on procurement of long lead items and early ground improvements works. Additional focus has come on to value engineering (VE) cost reductions as the adopted budget has come under substantial pressure.

Wastewater Reticulation Network:

Description: Two projects are included: the design of a new main to the WWTP and upgrading of the pipeline from Station Road to Stock Road.

- Design of a new main to the WWTP: The design will only proceed in the future once the capacity of the existing main reaches its limit as flows increase due to growth. The design is now being reassessed to ensure it ties in with the WWTP upgrade inlet works.
- Upgrading of the pipeline from Station Road to Stock Road: The design work is programmed to commence in 2023.

Muttons Water Treatment Plant UV Upgrade

Description: Council has a treatment plant on No. 1 Road, Te Puke, that supplies Te Puke and the surrounding area with water.

This plant is fed by several bores. With the changes in the Drinking Water Compliance Rules, these bores lost their secure bore status. Council therefore had to add another treatment process to reduce the bacteria and virus risk. Council opted to install a UV system that would give the required log credits to achieve compliance and ensure that the water is safe.

Investigations are underway on all bores supplying the Muttons WTP to determine the required upgrades to meet drinking water compliance. It is likely that an upgrade will be required to manage poor water quality from the bores.

RESERVES

Te Puke Dog Exercise Area – Lawrence Oliver Park – STEVEN WHITE

Description: Develop the dog exercise area in Lawrence Oliver Park as per the concept plan.

As of now, 90% of the fencing has been finished, with only the main entrance and gates remaining to be installed. These will be put in place once all the necessary groundwork and pathways have been completed. The top wire and piping have been installed. The water lines for the drinking fountains have already been installed. The fountains themselves will be installed once the pathway is completed. Trees have been ordered for the designated planting areas, including large specimen trees.



- Trees to be planted inside and outside of fenced area
- Drainage to be installed
- Pricing to be obtained for mounding over tunnels
- Confirm signage requirements
- Planting of grasses
- Placement of seating to be decided
- Install drinking fountains
- Location for mounds to be confirmed
- Smoothing of surface and seeding
- Commence mowing prior opening
- Signage installation

The fencing has been finished, with only the main entrance gate remaining to be installed due to it being stolen. The drinking fountains will be installed this week. The large specimen trees have been planted with only a small number of grasses to be planted and mulched which will complete this part of the project. Six seats have been installed on concrete pads which were repurposed from within the town. The two mounds with tunnels have been installed. Signage has been created and installed around the park with just the one remaining routed sign to be installed. Drainage has been installed (sub drainage as well as a cesspit). There has also been the addition of a balance walkway installed for further activities for park users.

Final things to complete:

- Finish planting of grasses and mulch areas.
- Fertilise, re seed if required in places and commence mowing of turf.
- Install maintenance gate and Large table in chill out area.
- Install Routed sign.

OPERATIONS

Establishing Community Resource Recovery Centres (CRRC)

Description: Establishing community resource recovery centres at the Te Puke Recycle Centre, working with Iwi and community groups.

Staff is now working in partnership with Tapuika Iwi Authority to move forward with the implementation of the CRRC at the Te Puke Recycling Centre. A field trip with Council staff, Tapuika and others to Crew in Whakatane was undertaken on Monday, 28 August to gather information on the practical side of establishing a CRRC.

Illegal Dumping at Bell Road Boat Ramp

Over the last few years Bell Road Reserve has become an issue for several teams in Council relating to illegal dumping, destruction of the turf and sealed area, illegal activities, and the overall feel of just not being a safe area for members of the public to visit or park and leave their vehicles while fishing.

Staff have worked collaboratively across Council to clear the area of illegal dumping and have put together a proposed plan for improvements such as Installing CCTV, native plantings, line and post railings, speed humps, picnic tables and other improvements. An updated report will be provided once the work has been undertaken.

Western Solid Waste

Description: Waste management that meets the needs of the community and protects the environment for present and future generations.

Kerbside Collection Data

Kerbside Tonnes	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2024	Total Tonnes
Waste Tonnes	394	386	402	515	496	415	433	395	404	456	373	396	5065
Recycle Tonnes	124	117	158	182	168	145	194	142	146	143	155	139	1813
Glass Tonnes	101	105	103	150	191	144	147	117	112	116	102	106	1494
Food Tonnes	47	31	45	42	53	57	42	37	27	37	19	28	465
Total Tonnes Diverted from Landfill:						3724							
Tonnes Diverted from Landfill Percentage:						39%							

Mobile Recycling Trailers

The mobile recycling trailers continue to make their rounds in the rural part of the District on a rostered basis. The current winter hours will remain the normal operating hours throughout the year.

SeatSmart Car Seat Recycling Event – Sunday, 24 September 2023 – Te Puke Recycling Centre

Over 10,000 baby car seats expire each year in New Zealand. Most of these car seats end up in landfill. Council is partnering with SeatSmart to run two, one-day amnesty events at the Te Puke Recycle Centre on 24 September 2023 and at the Katikati Recycle Centre on 1 October 2023 for Western Bay of Plenty residents to bring in their expired or old baby car seats to be recycled. The event will run from 10 am to 3 pm. *(Reminder that daylight saving start on Sunday, 24 September).*

Residents will need proof of address in the Western Bay to drop off car seats. The waste minimisation levy covers the cost for recycling the car seats collected. Residents can drop-off any number of expired car seats at no cost on the day. We cannot accept mouldy car seats, 'snap and go' prams, polystyrene, or car seat accessories such as mirrors. The event at the Te Puke Recycling Centre is open to our all our residents in Te Puke, Maketu, Pukehina and Paengaroa and surrounds.

Residents that miss the two amnesty events will still be able to take their car seats to "Baby on the Move" in Tauranga but will need to pay a subsidized \$10 recycling fee for each expired car seat they drop off.

Teams at SeatSmart dismantle the seats and separate out the materials to go on to be repurposed and recycled. For example, seatbelt straps can be used to make bags. Up to 67 percent of the car seat's materials by weight are recyclable.

Please note that the Te Puke Recycle Centre is usually closed on Sundays and will not be accepting recycling or green waste on the day. This event is for car seat drop-off only.

Emergency Management

Description: Support the Te Puke Community to be Resilient in the event of an Emergency.

Council staff continue to support the Te Puke Community Response Team.

The Emergency Management team will continue to provide support to the Community Response Team and continue working with the community to strengthen the capability of Community Led Centres capable of standing up during an emergency event in Te Puke.

An updated box of resources has being created to support the Community Response Team who may end up operating in a Community Emergency Hub.

Continue planning to review Community's Guide to Emergencies for Te Puke in the next few months.

A new Community Resilience Advisor has started at WBOPDC and will be working to build on current relationships within Te Puke.

Working to build relationships with local marae and see what support we are able to offer in readiness.

ATTACHMENTS

1. MAS Te Puke Community Board Sept 2023

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 December 2020	Sam Prendergast	New Item	Heritage Walking Crossing – Commerce Lane / Jubilee Park
Heritage Walking Crossing – Commerce Lane / Jubilee Park <p>The Board has requested a review of the Heritage walking crossing, to see if there is a possibility of turning this into a designated pedestrian crossing.</p> <p>Sept 2023: Safe Systems Audit (Road Safety Audit) was completed, and recommendations have been made. To progress the plans for public consultation we seek your permission to approve the following spend.</p> <p>Designs spent to date:</p> <ul style="list-style-type: none"> • \$6,200 on the original scope. (\$1200 additional to original estimate). • \$2,800 on the SSA briefing and responses (not in original scope). <p>Estimate to carry out the updates to the design following the recommendations in the SSA</p> <ul style="list-style-type: none"> • \$3,000 which includes: <ul style="list-style-type: none"> – amend the 2D concept drawings to incorporate SSA actions. – 7-day speed survey using tubes <p>Total additional cost estimate for board to approve = \$7,000 Total cost (concept design) = \$12,000</p> <p>July 2023: A Road Safety Audit has been carried out on the concept design and the findings have been forwarded to WestLink for their response. A copy of the findings will be provided to the Board once the designer has provided their response, and corrective actions have been identified and adopted for implementation.</p> <p>May 2023: Aurecon have been engaged to carry out a Road Safety Audit of the concept layout. This will be undertaken during the last week of May/first week of June.</p> <p>April 2023: Staff will organise a Road Safety Audit of the concept layout.</p> <p>February 2023: The scoping plan has been completed by WestLink and staff are waiting for the Board to review the plan and approve.</p>			

Action Sheets Report

Division: Infrastructure Services Group
Committee: Te Puke Community Board

Printed: September 2023

November 2022:

WestLink has completed the scoping plan for the Board's review and approval.

July 2022:

The Board have approved up to \$5000 from the Te Puke Community Board Roding account for WestLink to produce a concept plan for Commerce Lane traffic calming measures. WestLink have been instructed to proceed with the development of a concept plan.

May 2022:

There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.

March 2022:

There has been no further progress to this action as staff are waiting for WestLink to provide a price proposal.

January 2022:

Recommend that WestLink be asked to provide a price proposal to develop a design for traffic calming on Commerce Lane.

November 2021:

The Project has been delayed by the suspension of Community Board Meetings.

September 2021:

Staff will present a proposal for street calming at the next Community Board Meeting.

July 2021:

There has been no progress on this action due to the resignation of the Roding Engineer (East).

Staff are in the process of familiarising themselves with current projects and will provide an update at the next meeting.

May 2021:

The Board have requested that the Heritage Crossing be changed into a Zebra Crossing. It was explained to the Board that isolated activities do not result in lower average speeds or overall road safety improvements. The Board have asked for road safety ideas and staff advise that changing the Heritage Walkway to a pedestrian crossing would not be a simple process. There will be public consultation as part of the review and \$20,000 for alternative options.

March 2021:

The Community Board Roding Programme includes the option of a Commerce Lane Road Safety Project to be approved by the Board, which would address this issue.

Action Sheets Report

Division: Infrastructure Services Group
Committee: Te Puke Community Board

Printed: September 2023

January 2021:

The Heritage Crossing should be discussed with staff (Roading Engineer) to understand special expectations before any changes are made.

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 June 2021	Sam Prendergast	New Item	Speed Bump on Cameron Road

Speed Bump on Cameron Road

The Board agreed that, despite import delays with the Digital Speed Signs, the Board would like to proceed with the removal of the speed bump prior to the Digital Speed Signs being installed. The current update provided by WestLink was that the signs should be installed late July 2021, noting that this is subject to change due to the delays occurring.

The Roading Engineer (East) advised the Board that a pedestrian crossing outside Te Puke Primary School is one of the safety improvements that could be considered in the future.

Sept 2023:

Project staff are reporting to Council on Tuesday 3 October 2023.

July 2023:

Design and construction of the pedestrian crossing has been integrated into the Transport Choices project.

May 2023:

The Transport Choices concept design presented to the Community Board on Friday 12 May detailed how the proposed pedestrian crossing could be incorporated into the Transport Choices project.

April 2023:

This project has been placed on hold until the scope of 'Transport Choices' project has been confirmed.

February 2023:

Staff are waiting for WestLink to provide the price for the scoping plan.

November 2022:

Staff are waiting for the price from WestLink for the scoping plan that can be used for consultation.

July 2022:

WestLink have been asked to provide a price proposal to finalise the design of the new pedestrian crossing and implement changes to road markings and traffic signs.

Action Sheets Report

Division: Infrastructure Services Group
Committee: Te Puke Community Board

Printed: September 2023

May 2022:

The design requires minor amendments prior to pricing of physical works.

March 2022:

There has been no further progress on this action as staff are still waiting for WestLink to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.

January 2022:

Recommend that WestLink be asked to provide a price proposal to develop a design for road safety improvements outside Te Puke Intermediate School.

November 2021:

The Project has been delayed by suspension of the Community Board Meetings.

September 2021:

The speed bump has been removed. Staff will submit a proposal for safety improvements at the next Community Board Meeting.

July 2021:

The speed bump is programmed for removal week commencing 19 July 2021.

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 15 December 2022	Jodie Rickard	New Item	2023/2024 Annual Operating Budget – Resolution
<p>RESOLUTION TPC22-1.12</p> <p>That the Te Puke Community Board wishes to develop a community plan in parallel with the Council led Te Puke spatial plan.</p> <p>Sept 2023: Tō Wahi now complete. Local priorities are being used as key input for workshop on 7 September 2023, to explore future of Te Puke – workshop facilitated by Allan Maxwell in partnership with Inspiring Communities.</p> <p>As per LTPAP Committee resolution, outputs to be considered by Te Puke Spatial Plan sub-committee as part of foundation work for Spatial Plan, and as inputs into LTP. Community to determine wider uses / priorities for outputs.</p> <p>July 2023: The first round of engagement done as part of the community-led conversations was completed by 30 June 2023. Special interest groups:</p> <ul style="list-style-type: none"> - Te Puke Indian community (including translation of survey into Punjabi and responses back into English) - Disability sector - Wider stakeholder focus group - Youth engagement - Elders survey. <p>Next steps are to hold specific workshops on key topics, working with identified connectors.</p> <p>May 2023: Staff have met with the Community Board to discuss process and a community-led planning process. The Chairperson will sit on the stakeholder working group that has been set up to manage the process.</p> <p>February 2023: Resolution APLTP23-1.18 Part 17: That the Committee notes that the existing community planning funding of \$30,000 per annum be used to progress a community planning exercise in Te Puke to determine community outcomes to guide the spatial plan, and that the Te Puke Community Board will be engaged in this process.</p>			

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 16 February 2023	Sam Prendergast	New Item	Installation of Two Kitset Bus Shelters
RESOLUTION TPC23-2.5 That the Te Puke Community Board approve the funding for the installation of two kitset bus shelters at an estimated cost of \$20,000 to be funded from their roading account.			
Sept 2023: The Board has taken delivery of the bus shelter. This MAS has been closed out.			

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13 April 2023	Sam Prendergast	New Item	Proposal for Speed Measures to be implemented on Manoeka Road

Proposal for Speed Measures to be Implemented on Manoeka Road

That staff explore options for the setting up of speed radars on Manoeka Road, Te Puke and reports back to the Te Puke Community Board.

Sept 2023:

This project is STILL on hold pending direction from the Board.

July 2023:


This project is on hold pending direction from the Board.

May 2023:

A Speed Indicator Device (SID) may be permanently installed on Manoeka Road for approximately \$10,000.

A SID is an electronic speed warning sign that measures, displays and records a vehicle's speed as they approach the device. SID are used in high-risk areas e.g., within school zones, in high crash areas, and in areas where people regularly exceed the speed limit. The aim is to help change driver's speeding behaviours by displaying driver's speed and creating psychological pressure to slow down. Council has the benefit of statistics from each location and can compare them over time. Data collected includes speed vs time of day trends, crash trend since introducing the sign and a comparison of traffic speed when the sign is installed vs not installed.

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13 April 2023	Sam Prendergast	New Item	Removal of Speed Bumps at the Intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke
<p>Removal of Speed Bumps at the Intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke</p> <p>That staff investigate whether the raised thresholds at the intersections of Boucher Avenue and Cameron Road and Boucher Avenue and Hookey Drive in Te Puke could be improved as part of the Transport Choices Project and report back to the Board.</p> <p>Sept 2023: This project is on hold pending direction from the Board.</p> <p>July 2023: Staff recommend that the ramps of the pedestrian platforms be marked (as per the example below) to make them easier for drivers to identify.</p>  <p>May 2023: Staff are in the process of investigating this request.</p>			

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 13 April 2023	Peter Watson/ Matt Leighton	New Item	WiFi in Jubilee Park

RESOLUTION: TPC23-3.3

That the Te Puke Community Board recommends that the infrastructure for WiFi in Jubilee Park be installed at an estimated cost of \$3,093.24, funded from the Community Board reserve fund, conditional on confirmation of the funding of the operational costs.

Sept 2023:

This item will be considered as part of the 2024/34 Long Term Plan process.

July 2023:

This minute action sheet has been provided to the Policy & Planning Manager for consideration in the 2024/34 Long Term Plan process.

May 2023:

The Board has confirmed that the ongoing maintenance cost for WiFi at Jubilee Park will be \$1,300 per annum. If the Board were to pass a resolution to fund the maintenance for three years, Council may consider taking over the maintenance and associated costs after that, noting that Council may need to take further processes into account.

If the Board wishes Council to fund the WiFi on an ongoing basis, it will need to be a topic for the Long Term Plan, as it is a change in Levels of Service and will need to consider the service charges and equipment maintenance and replacement, which is likely to be greater than the \$1,300 per annum for the first three years.

The Board can commit to funding the first three years from its contingency account. The Reserve account is meant to be used on items of a capital nature.

The revised resolution could read:

That the Te Puke Community Board approves the installation and operation of public WiFi in Jubilee Park at an estimated cost of \$1,300 per annum funded from the contingency account.

That the commitment for the funding and the WiFi is for a three year period.

That the Te Puke Community Board makes a submission to the Draft Long Term Plan for Council to fund the public WiFi in Jubilee Park on an ongoing basis.

Action Sheets Report		Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8 April 2023	Sam Prendergast	New Item	Alternative Options for Spraying
RESOLUTION TPC23-4.5 That Council staff explore alternative options for spraying in Te Puke before the new spraying contract begins.			
Sept 2023: Staff are waiting on feedback from WestLink. July 2023: Staff have asked WestLink to provide alternative options (including rough order costs for each) and are currently awaiting their response.			

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 8 June 2023	Matt Leighton	New Item	Te Puke Street Tree Policy
RESOLUTION TPC23-4.17 That the Te Puke Community Board recommend to Council that it explores a street tree policy.			
Sept 2023: The development of a Street Tree Policy is included in Council's policy work programme to be progressed as resources allow. It is expected that a policy will be developed for community consultation in 2024. July 2023: This minute action sheet has been provided to the Policy & Planning Manager for consideration.			

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 August 2023	Janine Field	New Item	Natural Cemetery and Ethnic Groups
Natural Cemetery and Migrant Communities That staff provide the Board with an update on the engagement with migrant communities on natural cemeteries.			
Sept 2023: The Reserves team will shortly begin engaging with the community and mana whenua in regard to the draft concept plan for the natural burial area proposed within the Te Puke Cemetery.			

Action Sheets Report

Division:

Committee:

Infrastructure Services Group

Te Puke Community Board

Printed: September 2023

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 August 2023	Sam Prendergast	Reports	Te Puke Community Board – Chairperson’s Report – August 2023
<p>That the Board agree that the Te Puke Community Board Chairperson meet with the Roading Engineer East to determine a scope and review current levels of service for a deep spring clean, along the Te Puke main street, and for the Roading Engineer East to provide a quote for this service, to be approved by the Board at its next meeting on 28 September 2023.</p>			
<p>Sept 2023:</p> <p>Site Visit was undertaken on Friday, 11 August 2023. Scope was established and WestLink have provided a rough order of cost (ROC) for the following items.</p> <p>Item 1: ROC \$6,000</p> <ul style="list-style-type: none"> Road signs cleaned (back, front and poles). All road signs located along Jellicoe Street (both sides of the road) from the intersection with Boucher Ave to the Intersection with King Street (and the BP on the other side of the road). Includes road signs, information signs, parking signs and all other council signs within the Road Corridor. Includes provisions for Temporary Traffic Management. <p>Item 2: ROC \$7,500</p> <ul style="list-style-type: none"> Complete an analysis of the rubbish bin locations through the CBD along Jellicoe Street from Boucher Ave to King Street (on both sides of the road). Look at whether there are enough and where they are best located. Include in the analysis the assumption that all existing painted bins within the area are replaced with the silver bins. Look at including cigarette bin locations based on where cigarette but rubbish is found. Price to carry out the analysis and complete a cost estimate for the supply and installation of the suggested solution. <p>Item 3: ROC \$2,500 each</p> <ul style="list-style-type: none"> supply and install silver bins (cost per bin) <p>Item 4: ROC \$350 / bin (excludes disposal)</p> <ul style="list-style-type: none"> Remove existing painted bins (cost per bin) <p>Item 5: ROC \$6000</p> <ul style="list-style-type: none"> Remove and dispose Christmas lights in the trees located in the median down Jellicoe Street, Te Puke. includes provisions for Temporary Traffic Management (TTM) Removal of pedestrian sign and pole under the same TTM. It is suspected that the sign on the gantry is not reflective, and a new sign will be required. Cost of sign is not included in ROC 			

Action Sheets Report**Division:**

Infrastructure Services Group

Printed: September 2023**Committee:**

Te Puke Community Board

Item 6: ROC \$500

- Cost of new pedestrian sign

Item 7: ROC \$6000

- Rough order of cost to remove the mosaic artwork in the pavement on the intersection of Jellicoe Street and Palmer Place.
- Gardens on either side of the mosaic to be removed.
- Areas to be replaced with like pavers.
- ROC assumes that pavers will be available from Transfer Station stockpile.

Item 8: ROC \$6000

- Rough order cost to uninstall 12 chairs and transport them to the MenzShed in Mount Maunganui for refurbishment.
- Once refurbished the chairs to be picked up from the same location and transported back to Te Puke and reinstalled.
- Assumed 12 chairs
- Assumed 3 trips carrying 4 chairs

Action Sheets Report	Division: Infrastructure Services Group Committee: Te Puke Community Board	Printed: September 2023
-----------------------------	---	--------------------------------

Meeting	Officer/Director	Section	Subject
Te Puke Community Board 3 August 2023	Sam Prendergast	New Item	Felling of the Native Totara Tree – Confirmation of Tree Type

Te Puke Community Board – Felling of the Native Totara Tree – Confirmation of Tree Type

The Board requested confirmation from staff that the correct tree type had been identified regarding resolution TPC23-4.15: 'Felling of the Native Totara Tree', put and carried at the Te Puke Community Board meeting held on 8 June 2023.

Sept 2023:

The tree located along the boundary fence causing issues for the property owner has been confirmed as a Lawsoniania. This MAS has been closed out.

